



Welcome to the Community Police Review Commission





COMMISSIONERS

| | |
|---------------|----------------------------|
| Ward 1 | Robin Jackson |
| Ward 2 | Jon Johnson Joe Ortiz |
| Ward 3 | Dale Roberts Jane Adams |
| Ward 4 | Claudia Smith |
| Ward 5 | Ken Rotker |
| Ward 6 | Eve Maciel |
| Ward 7 | Janice Sawyer |



COMMISSIONER ORIENTATION & TRAINING



STAFF & SUPPORT

| | |
|--|------------|
| CPRC Manager – Frank Hauptmann | (826-5676) |
| CPRC Sr. Office Specialist – Phoebe Sherron | (826-5509) |
| City Attorney – Greg Priamos | (826-5567) |
| Deputy City Attorney – Rahman Gerren | (826-5740) |
| City Manager – Scott Barber | (826-5771) |
| Assistant City Manager – Belinda Graham | (826-5553) |

Riverside Police Department

Sergio Diaz – Chief of Police
(826-5940)

Chris Vicino – Assistant Chief of Police
(826-5522)

Mike Blakely – Deputy Chief
(826-5940)

Jeff Greer – Deputy Chief
(353-7920)



COMMISSIONER ORIENTATION & TRAINING



MAYOR & CITY COUNCIL

Mayor – Rusty Bailey

Councilmember Ward 1 – Mike Gardner

Councilmember Ward 2 – Andy Melendrez

Councilmember Ward 3 – Ken Gutierrez

Councilmember Ward 4 – Paul Davis

Councilmember Ward 5 – Chris Mac Arthur

Councilmember Ward 6 – Nancy Hart

Councilmember Ward 7 – Steve Adams



THE COMMUNITY POLICE REVIEW COMMISSION

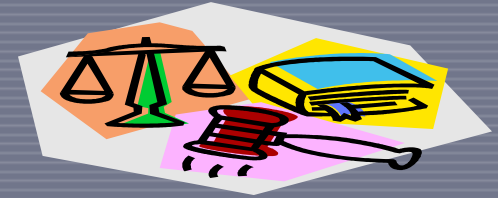
- **Is one of 13 Boards and Commissions**
 - To provide citizen input to the Mayor and members of the City Council, City Manager and certain Department Heads.
 - CPRC was created with passage of City Ordinance 6516 – amended Title 2 – Riverside Municipal Code by adding Chapter 2.76.



COMMISSIONER ORIENTATION & TRAINING



MISSION



The mission of the CPRC is to promote public confidence in the professionalism and accountability of the sworn staff of the Riverside Police Department (RPD). This is done by independently reviewing citizen complaint investigations, recommending changes in departmental policy, on-going public outreach and, when deemed appropriate by the commission, conducting an independent investigation of citizen complaints.



PURPOSE of the CPRC



By Ordinance:

“...to promote effective, efficient, trustworthy, and just law enforcement in the City of Riverside, and to bring to the attention of the City its findings and recommendations in regard to law enforcement policies and practices. Further, it is the purpose of this Ordinance to ensure good relations between those who enforce the laws and the diverse populace whom they serve so that the public will take pride in local law enforcement and those who enforce the laws will take pride in their service to the public.”

The Commission also serves the community by providing a forum whereby citizens can express their opinions regarding police department, its operation, and personnel.



CPRC

STRUCTURE:

- Nine residents from the City of Riverside
- Appointed to no more than two consecutive 4-year terms in office
- Terms are staggered so three commissioner's terms expire each year
- No Compensation
- City funds a CPRC Manager and Sr. Office Specialist
- Is independent – findings and issues are independent of any outside influence
- Budget FY 2011 – 2012 = \$260,567



CPRC – *Who Do They Represent?*

- Represents the community's perspective on the citizen complaint process – *hence its name:*
“Community Police Review Commission”
- It is NOT an adversarial body.
- It is NOT an advocate for a complaining party or the Riverside Police Department.

The Commission offers a community perspective of the Police Department that is available to the citizens of Riverside, the policy-makers, City and Police managers, and line level police personnel.



COMMISSIONER ORIENTATION & TRAINING



CITY ORDINANCE

- Established the Community Police Review Commission on April 11, 2000
- Riverside Municipal Code Chapter 2.76

Created:

- Purpose
- Creation of Community Police Review Commission (CPRC)
- Membership and Terms of CPRC
- Powers, Duties, and Functions
- Confidentiality
- Severability



COMMISSIONER ORIENTATION & TRAINING



CITY CHARTER

Established Powers and Duties of the CPRC under Section 810 entitled:

COMMUNITY POLICE REVIEW COMMISSION

There SHALL be a Community Police Review Commission which SHALL have the power and duty to:

- Nine subsections listed as A-I.



CPRC By-Laws

Comprised of 12 Articles

- **Article I – Definition**
 - Defines the following:
 - ✦ Commission, Commissioners, Manager, Independent Investigator and City.
- **Article II – Members**
 - Nine Members
 - Appointments to fill unexpired terms
 - Qualified elector for City of Riverside
 - Must resign if you fail to maintain elector status / or be removed under City Charter 802.
- **Article III – Terms of Office**
- **Article IV – Compensation**



CPRC By-Laws – cont'd

- **Article V – Officers**
 - Chair; Vice-Chair

- **Article VI – Authority, Power, Duties**
 - Powers are established in accordance with Riverside Municipal Code, Chapter 2.76

- **Article VII – Meetings**
 - Regular
 - Special
 - Closed Session
 - Quorum – A majority of the nine commissioners constitutes a quorum. Required for business meeting



CPRC By-Laws – cont'd

- **Article VIII – Investigation and Hearings**
 - As set forth in Policies and Procedures for OID's and complaints against sworn officers
 - Open to the public - as permitted by law.
 - To determine facts and to make recommendations to the CM and Police Chief
 - Scheduled as needed

- **Article IX – Confidentiality**
 - Police Personnel records, investigative reports, documents generated within RPD, closed session, and other privileged matters – **SHALL BE KEPT CONFIDENTIAL.**
Disclosure constitutes a misdemeanor under the law.

- **Article X – Committees**
 - Standing Committee
 - Ad Hoc Committee



CPRC By-Laws – cont'd

- **Article XI – Report to the City**
 - Commission SHALL present an annual written report to the Mayor and City Council.
 - The report should be completed by March 31 of each year
 - To include 8 components (A-H)

- **Article XII – Amendment of By-Laws**
 - Articles may be amended. Majority vote and requires notice of doing so at previous regular meeting



POLICIES AND PROCEDURES

Amended November 18, 2009

Eleven components make up the CPRC Policies and Procedures:

- **I. Purpose**
- **II. Scope**
- **III. Amendment**
- **IV. Policy Statement**
- **V. Definitions**
 - Commission, Complaint, Discrimination, Sexual Harassment, Employee of the Riverside Police Department, Manager, Excessive Force, Independent Investigator, Misconduct, Probable Cause, Subject Officer and Witness



POLICIES AND PROCEDURES – cont'd

- **VI. Commission Organization**
 - Commission
 - Resignation – Replacement
 - Agenda Format – a) Staff Reports; b) Old Business; c) New Business

- **VII. Receiving and Processing Complaints**
 - Where to File – CPRC, RPD and agency designated by CRPC
 - How to File – Against sworn police personnel only, made in writing, CPRC Manager
 - Time Element – Filed after January 1, 2001 and within 6 months of incident
 - Receiving and Forwarding – All forwarded to the CPRC Manager for review
 - Complaint File - Commission shall maintain a confidential central register



POLICIES AND PROCEDURES – cont'd

- **VIII. Investigations**
 - Who Investigates?
 - Review (CPRC Manager) then set on agenda
 - Commissioner Notification – Synopsis (confidential), 10 days prior to review
 - Deliberation – Occurs in closed session, recommendations made to CM and Police Chief
 - CPRC Investigations – arranged through Manager only, fair, ethical and objective
 - Preservation of Records/Evidence – retained for five (5) years.
 - Investigation Timetable and Report – 60 days, contents (items included)
 - Commission Review, Findings and Recommendations



POLICIES AND PROCEDURES – cont'd

- **IX. Hearings**
 - Conducting the Hearings
 - Subpoena Power
 - Recommendations/Findings
 - ✦ Findings include but are not limited to:
 1. **Unfounded** – The alleged act did not occur
 2. **Exonerated** – The alleged act occurred but was justified, legal and proper
 3. **Not Sustained** – The investigation produced insufficient information to prove or disprove the allegation
 4. **Sustained** – The Department member committed all or part of the alleged acts of misconduct or poor service and violated Department Policy, Procedure, Practice
 5. **Misconduct Noted** – The Department member violated a section of the Department Policy and Procedure or regulations not originally alleged in the complaint
 6. **Inquiry** – Policy and Procedure Issue



POLICIES AND PROCEDURES – cont'd

- **X. Distribution or Recommendations / Findings**
 - Commission shall send its findings to the CM and Police Chief

- **XI. Confidentiality**
 - Commission Limitation
 - ✦ All Matters SHALL be kept confidential as required by law.
 - Penalty for Violation
 - ✦ Commissioner may be subject to court order excluding them from closed session or access to confidential information.
 - ✦ Commissioner may be removed from office.
 - ✦ Commissioner may be prosecuted for violation of law.



REVIEW PROCESS

- Investigative report is uploaded on Laserfiche by the Office of Internal Affairs for the CPRC Manager to review.
- CPRC Manager reviews the IA report for thoroughness
- CPRC Manager may send it back to the Chief of Police or designee for additional work before it is reviewed by Commission.
- CPRC Manager writes an executive summary (Case Synopsis)
- All case information is uploaded to Laserfiche for review by Commissioners (via lap top)
 - Includes RPD reports, COBAN Video / audio (if used), photographs (if applicable to case), IA Investigative report
 - Does NOT include any RPD finding reports. This is only reviewed by the CPRC manager.
 - ✦ So as not to influence commissioners in establishing their findings



REVIEW PROCESS – cont'd

- This review by commissioners is done prior to Commission meeting (4th Wednesday of each month, unless additional meeting is scheduled for the month).
- Agenda prepared and includes cases for review
- Case review in closed session (Council Chamber Boardroom)
 - Closed session commences at 4:00 P.M. (or 4:30, depending on caseload)
- Meeting is led by the Chairperson



REVIEW PROCESS – cont'd

- Present in closed session:
 - Commissioners (quorum is needed)
 - CPRC Manager
 - CPRC Sr. Office Specialist (for clerical needs)
 - City Attorney, as needed
 - RPD Command Staff Representative
- Commissioners review and discuss each allegation in each case, then vote on a finding that will be recommended to the City Manager
 - CPRC Manager and RPD staff member may offer clarifications on Department Policy, Procedure, and Practice to assist commissioners
 - CPRC staff record / document discussions and findings
 - Concludes by 5:30 P.M.
- Open session commences at 5:30 P.M.
 - Held in City Council Chambers



REVIEW PROCESS – cont'd

- Open session agenda
 - Pledge of Allegiance
 - Approval of Minutes
 - Public Comments (any subject matter within Commission's jurisdiction)
 - Members of the public may address the Commission
 - ✦ For each agenda item
 - ✦ Prior to any guest speaker
 - ✦ For up to (3) minutes
 - ✦ During OID deliberations, family member(s) or family spokesperson may address commission for up to (5) minutes
 - Outreach (discussion on past and future)
 - Old Business (typically where OID deliberations occur)
 - New Business (staff reports, Commission member comments, and items for future Commission consideration)
 - Adjourn



REVIEW PROCESS – cont'd

- CPRC Manager meets with the City Manager for review of commission findings. (takes place within a day or two after Commission meeting)
 - City Manager makes final determination on findings
 - City Manager finding(s) sent by CPRC Staff to Chief of Police, the complainant on a case, and the involved employee



COMMISSION OUTREACH

- **Critical component of the Commission duties and responsibilities**
 - Discussing the Commission's purpose and the complaint process available to community members.
- **Examples of organizations for outreach**
 - The Group, RPD roll call, Latino Network, Mayor's Night Out, RPD National Night Out, Riverside Optimist Club, Friends at Mt. Rubidoux, Universal Unitarian Church, Human Relations Commission, Churches, La Sierra Neighborhood Watch, Riverside Downtown Partnership, RCC Community Relations Class, Northside Neighborhood Partnership, Riverside Neighborhood Partnership, Riverside Coalition for Police Accountability (RCPA), local grassroots groups, etc.



COMMISSION OUTREACH – cont'd

- Placement of sponsorship adds in widely circulated publications and event programs for various groups
- Notice of CPRC meetings are found in the Press Enterprise
- CPRC brochures (placed throughout the City)
- CPRC website www.riversideca.gov/cprc
- Outreach opportunities are always being sought
 - Do your part as a Commissioner



TRAINING BULLETINS

- Peace Officer Bill of Rights – Government Code 3300-3313
- California Penal Codes – Applicable to Internal Affairs
 - PC 149 – Assault Under Color of Authority
 - PC 196 – Justifiable Homicide
 - PC 832.5 – Citizen complaint Policy / Record Retention
 - PC 832.7 & .8 – Confidentiality of Peace Officer Personnel Files
 - PC 834(a), 835 & 835(a) – Use of Force When Making An Arrest



CONCLUSION

Questions? / Comments?

